



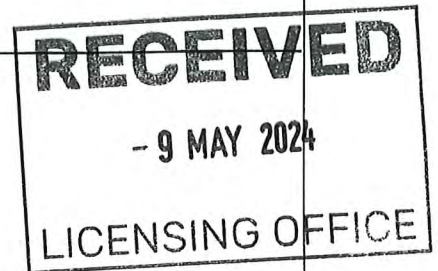
NORWICH City Council

BUSINESS AND PLANNING ACT 2020

APPLICATION FOR THE GRANT OF A PAVEMENT LICENCE

(Please read the guidance notes at the end of this form when completing it.
Granted licences will last until 30th September 2021 unless otherwise requested and
will be subject to national and local conditions which are available to view along
with further guidance at www.norwich.gov.uk)

SECTION 1: APPLICANT DETAILS (INDIVIDUAL APPLICANTS)		
Title:	First name(s):	Surname:
Postal address: <i>N/A</i>		
Post town:	Postcode:	
Phone (home):	Phone (mobile):	
e-mail address:		
Date of birth:	NI number:	



SECTION 2: APPLICANT DETAILS – OTHER APPLICANTS (e.g. companies)	
Name: <i>Norwich Lease Co Ltd T/A Mr Postles Apothecary</i>	
Registered address: <i>Mr Postles Apothecary 2 Upper King Street Norwich</i>	
Post code:	<i>NR3 1HA</i>
Phone (daytime):	Phone (mobile):
e-mail address:	
Registered number (where applicable):	

SECTION 3 – BUSINESS PREMISES DETAILS

Trading name: Mr Postles Apothecary

Postal address: 2 Upper King Street
Norwich
NR3 1HA

Post code:

SECTION 4 – USE OF THE BUSINESS PREMISES

Which of the following is the above business premises used for? (please select **ONE** of the following options)

Use as a public house, wine bar or other drinking establishment	<input type="checkbox"/>
Use for the sale of food or drink for consumption on or off the premises	<input type="checkbox"/>
Both of the above uses	<input checked="" type="checkbox"/>

SECTION 5 – AREA OF HIGHWAY PROPOSED TO BE USED

Please provide a description of the area of the highway to which this application relates (please note you are also required to submit a scale plan of this area with your application):

This application relates to the side of the property on Queen Street between the gutter line and our building.

I have attached a sketch plan of the area to Scale.

SECTION 6 – RELEVANT PURPOSE THE APPLICATION RELATES TO:

Which of the following relevant purposes do you wish to put furniture on the highway for? (please select **ONE** of the following options)

To sell or serve food or drink supplied from, or in connection with relevant use of, the premises	<input type="checkbox"/>
For the purpose of consuming food or drink supplied from, or in connection with relevant use of, the premises	<input type="checkbox"/>
Both of the above purposes	<input checked="" type="checkbox"/>

SECTION 7: DAYS AND TIMES

During what times do you propose to place furniture on the highway on each of the following days (please use the 24hr clock, e.g. 10:00 to 20:00):

	Mon	Tues	Wed	Thu	Fri	Sat	Sun
From	closed	closed	11:00	11:00	11:00	11:00	11:00
To	closed	closed	00:00 23:00	00:00 23:00	03:00 23:00	03:00 23:00	06:00 23:00

We may open mondays and Tuesdays for one off occasions such as

SECTION 8 – FURNITURE TO BE PLACED ON THE HIGHWAY

Private functions and/or Christmas bookings.

Please provide a description of the furniture you propose to place on the highway (please note you are required to provide photographs or brochures of the proposed furniture with your application):

We intend to have benches, plant boxes and tables that fit in with our aesthetics. We will be having the plant boxes made from wood to a match our previous plant box (as seen in photos) but on a smaller scale to be taken inside ~~onna~~ when closed. The area will be enclosed with our branded barriers as seen on attached photos. I have also attached a photo of the kind of benches we intend to use.

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SECTION 9 – DATE OF APPLICATION

Please state the date that this application for a pavement licence is being submitted

09th May 2024

SECTION 10 – CHECKLIST FOR DOCUMENTS TO INCLUDE WITH APPLICATION

Please note that your application will not be considered complete and the public consultation period of 7 days will not begin unless all of the following documents have been submitted with your application.

A plan showing the location of the premises shown by a red line, so the application site can be clearly identified	<input checked="" type="checkbox"/>
A plan clearly showing the proposed area covered by the licence in relation to the highway	<input checked="" type="checkbox"/>
Copy of current public liability insurance certificate	<input checked="" type="checkbox"/>
Photos or brochures showing the proposed type of furniture	<input checked="" type="checkbox"/>
Evidence of consent from neighbouring frontager(s) to use footway space outside their property (if applicable)	N/A

SECTION 11 – DECLARATIONS BY APPLICANT

- I understand that the Authority is collecting my data for the purposes described on this form and will not be used for any other purpose, or passed on to any other body, except as required by law, without my consent.
- I understand I must hold and maintain public liability insurance up to a value of £5million.
- I understand my application will not be considered to be complete until all the required information has been provided and the application fee has been paid.
- I understand that the application fee paid is non-refundable if my application is refused or if any licence granted is subsequently surrendered or revoked.
- I understand that the Authority is under a duty to protect the public funds it administers, and to this end may use the information I have provided on this form for the prevention and detection of fraud. I understand that it may also share this information with other bodies responsible for auditing or administering public funds for these purposes.
- I declare that the information given above is true to the best of my knowledge and that I have not wilfully omitted any necessary material. I understand that if there are any wilful omissions, or incorrect statements made, my application may be refused without further consideration or, if a licence has been issued, it may be liable to revocation.

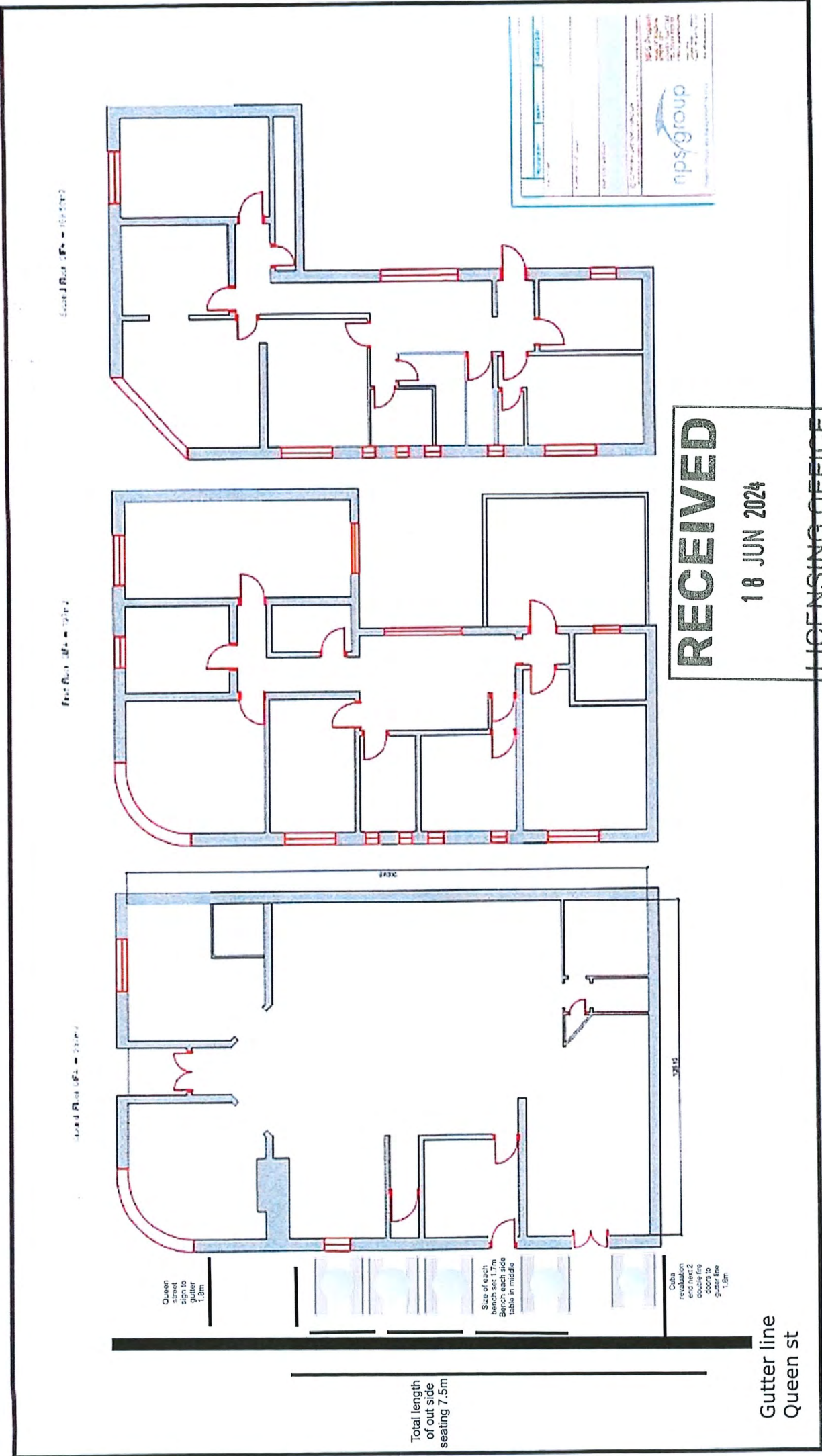
- I understand that I am required to give notice of my application in accordance with the requirements of the Business and Planning Act 2020 and that failing to do so will lead to the revocation of any licence granted.

Signature

Print Name: Hayley-Elizabeth Evans

Date: 09/05/24

9 Sketch Plan





MR POSTLES' APOTHECARY

MR POSTLES' APOTHECARY

MR POSTLES' APOTHECARY

MR POSTLES' APOTHECARY

RECEIVED

14 JUN 2024

LICENSING OFFICE



RECEIVED

18 JUN 2024

LICENSING OFFICE